ipLDK

LDP7008D Digital Telephone
User Guide

LG

Table of Contents

- Do not drop or subject the phone to physical shock
- Do not immerse in water
- Do not disassemble or attempt to modify the phone in any way
- Use a damp or anti-static cloth to clean the phone. Do not use a dry or electrostatically charged cloth. Do not use chemical or abrasive cleaners as these could damage the phone.
- Retain the cardboard packaging supplied with this handset. It should be used if the phone has to be returned for service. The packaging can be recycled when no longer required.
- Do not place the phone in direct sunlight for prolonged periods

Disclaimer
LG Electronics Inc. cannot be held responsible for any damage caused to your system through the improper installation of this phone and/or the failure to use the handset as described in this user guide.

Service
The 7008D digital telephone contains no user-serviceable parts. LG recommend that your 7008D digital telephone is serviced or repaired by an LG authorised service centre

Note: Information contained within this document is subject to change without prior notice. E&OE

Familiarise yourself with its features

LCD
2 Line, 48 Characters
Displays inbound/outbound call information. Displays information based on user actions

Handset
Contains a microphone and speaker to allow the user to speak to another party

Dial Pad
Alpha-numeric keypad used to dial numbers and when storing speed dial numbers and names to memory

Flexible Buttons
Used for storing speed dials and features as well as accessing lines

Transfer/Pgm
Used for performing a transfer or user programming

Headset Port
Used for connection of a headset that has a 2.5mm j type connector

Microphone
For conversing with external parties when handsfree

Speed
Used when accessing or storing personal or system speed dial numbers

Volume +/ - Used for adjusting speaker, ring and in-call volume

Speaker
Used to answer 'handsfree' and activate the speaker. Speaker is located under the handset

Hold/Save
For placing external callers on hold and to confirm programming changes

ipLDK

Your digital telephone's keys

(1) Speaker Key

This is for activating the phone's speaker whilst on hook. Useful when using a headset or if you wish to speak hands free. Red LED illuminated if off-hook without lifting the receiver.

(2) Hold/Save Key

Dual purpose key. When in a call it is used to place a caller on hold. When programming it is for permanently updating changes to the system memory

(3) Volume (+ / -) Key

Used for adjusting speaker, ringing and in-call volume

(4) Speed Key

This key is used to access System and Personal speed dial numbers and the internal directory

(5) Trans/Pgm Key

Dual purpose key. When in a call with an external party it is used to transfer. When programming features, speed dial numbers it is a programme key

(6) Flexible Keys

These keys are for use as line keys or for storing regularly used features or speed dials under

GENERAL FUNCTIONS
   • **Making and Answering External Calls**
   • **Making and Answering Internal Calls**
   • **Placing an Internal/External Call on Hold**
   • **Retrieving an Internal/External Call on Hold**
   • **Parking a Call**
   • **Retrieving a Parked Call**
   • **Call Forward**
   • **DDI Call Wait**
   • **Call Wait (Camp On)**
   • **Answering a Call Wait (Camp On)**
   • **Call Pick Up (Directed/Group)**
   • **Transfer (Screened/Unscreened)**
   • **Using Speed Dial Numbers**
   • **Queuing for an Outside Line**
   • **Making A Page**
   • **Flexible Button Programming**
   • **Leaving a Message Wait**
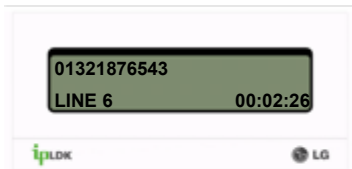   • **Answering a Message Wait**

Fig.1

Fig.2

Making and Answering calls

Always ensure that external parties are informed if you intend to record a call.

Making and Answering an external call

You can make an external call in the following ways:

1. Lift the receiver and dial 9

2. Dial 9

3. Press the ████████ button and dial 9

Once you have dialled a desired number the screen will look as in **Fig.1**

To answer a call press the ████████ button or lift the receiver.

Fig.2 shows how your display will appear if you are receiving an inbound external call.

CALL TO STA 103

16 NOV 04   **00:02:26**

Fig.3

CALL FROM STA 103

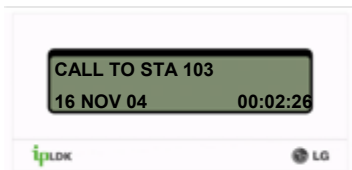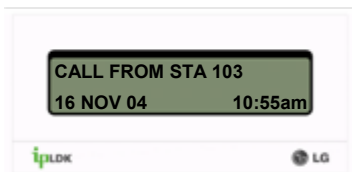**16 NOV 04**   **10:55am**

Fig.4

Making and Answering an internal call

You can make an internal call in the following ways:

1. Lift the receiver and dial an extension number.

2. Dial an extension number.

3. Press the [Speaker] button an extension number.

Once you have dialled a desired number the screen will look as in **Fig.3**

To answer a call press the [Speaker] button or lift the receiver.

Fig.4 shows how your display will appear if you are receiving an inbound internal call.

Fig.5

HOLDING : STA 103
NOV 11 04   10:55am

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Fig.6

Placing and External/Internal Call on hold

Whilst connected to another party (internal or external) press the ▮▮▮ button.

Fig.5 shows that the relevant line on your 7008D digital telephone will be flashing to indicate that a caller is on hold.

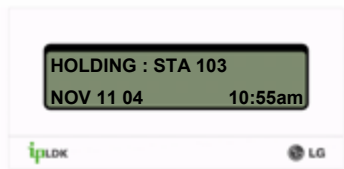**Fig.6** shows how your display will look when you have an internal caller on hold.

Retrieving an External/Internal Call on hold

If you are 'hands free' simply press the ▮▮▮ button and the station that you placed on hold will recall to your phone.

If you are 'Off-Hook' (holding the handset) simply hang up (replace the handset) or dial the extension number of the station that you placed on hold and you will be reconnected.

🛑 **NOTE: Calls will 'Recall' to your station after a pre-set time if you forget about them.**
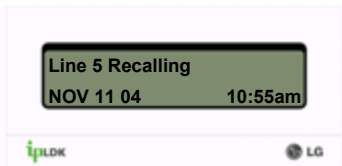
Line 5 Recalling

NOV 11 04   10:55am

Fig.7

Parking a Call

1. Whilst connected to an external party press the button, dial a **Park Location (601-619)** or press a flexible button labelled as Park and hang up.

2. Once you have parked the caller you can contact another party to inform them that they have a caller waiting. Alternatively, make a page (See page 18 later in the user guide for information on paging).

Retrieving a Parked Call

1. If retrieving a call that you have parked, dial the relevant digits for the parking bay used (**601-619**)

2. If responding to a page, dial the relevant digits (**601-619**) from the nearest available telephone.

NOTE: Calls will recall to the original station after a pre-set timer if a call is left parked. In this circumstance the screen of your 7008D Digital Handset will appear as in Fig.7

Call Forward

It is possible to forward you phone in a number of ways. The options available are:

0 – Follow-Me (To forward calls from your extension to a temporary location. The forward is activated at the temporary location).

1 – Unconditional (This option allows you to forward all calls immediately to a Station, Hunt Group or the integral Voice Messaging card).

2 – Busy (Destination options are as per option 2. Calls will only forward when you are busy – on the phone).

3 – No Answer (Destination options as per option 1. Calls will only forward when a 'No-Answer' timer expires. The length of the time is determined by a qualified System Administrator).

4 – Busy/No Answer (Combines options 2 & 3. Most popular, especially where Voicemail is used).

5 – Off-Net (This allows you to forward your phone unconditionally to a remote location such as Mobile or home phone).

6 – No Answer Off-Net (As per option 6 but only after a no-answer timer)

7 – Access Not Permitted
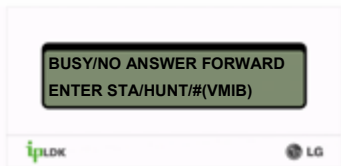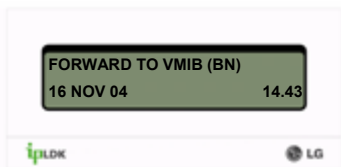
- Allows you to cancel any call forward.

ipLDK

```
BUSY/NO ANSWER FORWARD
ENTER STA/HUNT/#(VMIB)
```
ipLDK   ⦿ LG

Fig.8

```
FORWARD TO VMIB (BN)
16 NOV 04            14.43
```
ipLDK   ⦿ LG

Fig.9

Call Forward

1. Press the [Speaker] button and then press the [   ] Dnd/Fwd button.

2. Alternatively dial **554** from your handset.

3. Select a forward option as per page 9. (Example: Select option 4, Busy/No Answer, and your display will look as per **Fig.8)**

4. Once you have selected an option such as **#** (As shown in **Fig.8**), your display will change as per **Fig.9**.

5. To cancel the call forward press the flashing [   ] Dnd/Fwd button or dial **554,** [#] **.**
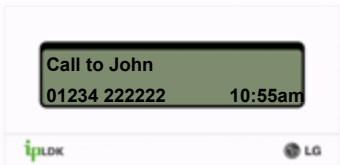
DDI Call Waiting

If enabled, you will be able to see if you have a DDI call waiting whilst engaged in another call.

Fig.10 shows what is displayed when a call is waiting. The top line shows current call status, the bottom line informs you that there is a waiting call.

```
Call to John
01234 222222        10:55am

iplDK                      LG
```
Fig.10

1. To speak to the waiting caller hang up to finish your current conversation, press the button or park the existing caller.

2. You will then be connected to the waiting party.

TIP: You can assign a flexible button to turn this feature on and off. (See user flexible key programming codes on page 56).

Note: This feature must be enabled for you to use it. Speak to your system administrator if you are not able to do what is described above.

Fig.11

Fig.12

Call Wait (Camp On)

1. Dial an internal number

2. Get busy notification (**Fig.11** shows what you will see in the display of your 7008D digital telephone).

3. From the on-screen instructions press the ✳ button.

4. If the called party answers you can speak with them or simply transfer a call to them.

Answer a Call Wait (Camp On)

1. After hearing Call Wait (Camp On) tone press the flashing ▮▮ button. **(Fig.12)**

2. Your existing caller is placed on hold.

3. When you have finished speaking you will return to the original caller when the second caller hangs up

TIP: It is possible to assign a flexible button as CAMP ON. See Page 56 for Flexible Key programming codes.

CALL TO STATION 100
FROM 103   00:03:41

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Fig.13

Call Pickup (Directed)

1. Dial 7 followed by the extension number of the station that is ringing

2. You will then be connected to the calling party.

3. **Fig.13** shows that the display of your 7008D Digital Telephone will display the number of the calling party and the station that the call was originally intended for
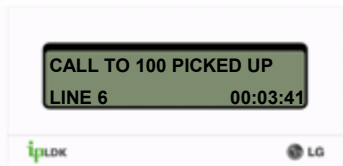
Call Pickup (Group)

1. Pick up your handset or press the [Speaker] button

2. Dial **566**.

3. You will be connected to the caller

4. **Fig.14** shows what you will see on the display of your 7008D Digital Telephone

CALL TO 100 PICKED UP
LINE 6   00:03:41

ipLDK   LG

Fig.14

Note: You must be part of a Pickup Group to use this feature and it must be set up by you system administrator
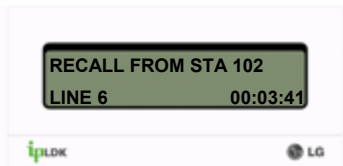
Transfer (Screened)

1. Whilst connected to a caller press the [Trans/Pgm] button.

HOLDING : STA 102
14 NOV 2004   11:58am

ipLDK   ⦿ LG

Fig.15

2. If you are transferring an internal call your display will look as in **Fig.15**

3. Dial the appropriate extension number or press a flexible button that has been assigned with a station number

4. Wait for the called party to answer, announce the call and Hang Up

Transfer (Unscreened)

1. Repeat steps 1 to 3 as described above

RECALL FROM STA 102
LINE 6   00:03:41

ipLDK   ⦿ LG

Fig.16

2. Hang up without announcing the call

3. Calls will 'recall' to your station after a pre-set timer for both types of transfer. See **Fig.16**

💡 **TIP: Pre-set timer can be determined by a system administrator. By default this timer will be 30 secs**

DIAL BY NAME

ICM:1   U_SPD:2   S_SPD:3
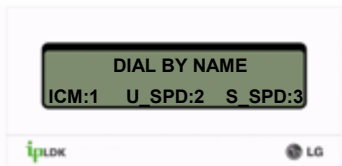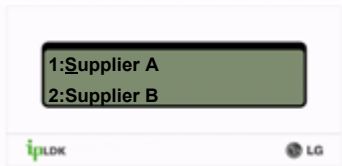
Fig.17

Using Speed Dial Numbers

1. Press the ▢ button twice

2. Your display will appear as in **Fig.17**

3. Select the option you require:

    1. Intercom Directory

    2. User (Personal) Speed Dials

    3. System Speed Dials

4. After you have made your selection your display will appear as in **Fig.18**

5. Use your ▢ button to scroll through the list of available numbers. A cursor '_' will highlight the current selected choice.

6. When you have found the number you want press the ▢ button.

1:Supplier A
2:Supplier B

Fig.18

💡 **Tip: Use your keypad to navigate around the speed dial list more quickly. See character chart on page 27 of this guide for help on how to use the keypad.**
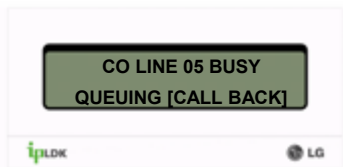
Queuing for an Outside Line

1. If no external lines are available when you attempt to make an outside line you will receive busy tone and your display will appear as in **Fig.19**

```
CO LINE 05 BUSY
QUEUING [CALL BACK]
```

Fig.19

2. Press the pre-assigned [ ] Call Back flexible key

3. When a line becomes available your handset will recall and your display will appear as in **Fig.20**
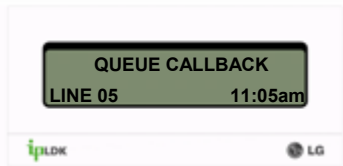
4. At this point, lift the receiver to get an outside line

```
QUEUE CALLBACK
LINE 05          11:05am
```

Fig.20

Fig.21

Making a Page

1. Dial the required paging code (see the list of codes on page 55)

2. Your display will look as in **Fig.21**

3. Hang up once you have finished the page.

TIP: It is possible to assign a flexible button as a PAGE Key.

Note: You must have permission to make a page that must be set up in programming by a qualified system administrator.

Page Codes:
501-535 – Internal Page Zone
543 – Internal All Call
544 – Meet Me
545 – External Zone 1
546 – External Zone 2
547 – External Zone 3
548 – External All Call
549 – All Call

CONFERENCE
25 DEC 04   **10:23am**

ipLDK   **LG**

Fig.22

Conference Call

It is possible whilst on a call to set up a conference consisting of up to 6 parties. You will need a flexible button assigned as **CONFERENCE**.

1. Press the **CONFERENCE** button.

2. Your display will look as in **Fig.22**

3. Dial another extension or external number.

4. When the party answers press the **CONFERENCE** button once to enable you to add another party or twice to set up the conference and allow all parties to converse.

Note: You must have a flexible key set up as a conference button.

Fig.23

Last Number Redial/Redial

To redial the last external number you called you will need a flexible button labelled as **REDIAL**.

1. Press the **REDIAL** button.

   a) The display of you 7008D Digital Handset will appear as in **Fig.23**

2. Use the ▯ button to find the number you require. The first in the list is the last dialled number.

   a) By the **REDIAL** button you can access up to 10 previously dialled numbers.

3. Press the ▮ button and the number you selected will be dialled.

4. To access the last dialled number you can alternatively press the ▯ button followed by the ✳ button followed by ▮ .

901234567890

LINE 6   **00:00:02**
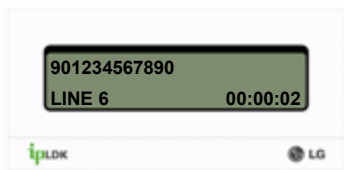
Fig.24

Saved Number Redial

It is possible to save a number that you have dialled whilst connected to the external party.

1. Press the [Speed] button twice whilst connected to the called party.

2. To dial the number when you have hung up press the [Speed] button followed by the [#] button.
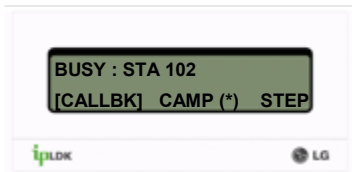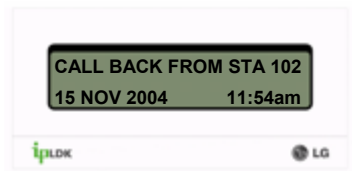
3. Your screen will appear as in **Fig.24**

BUSY : STA 102
[CALLBK] CAMP (*)   STEP

Fig.25

CALL BACK FROM STA 102
15 NOV 2004   11:54am

Fig.26

Messaging

Leaving a Message Wait Notification

It is possible to inform a called party (Internal) that you have tried to contact them).

Calling a Busy Station

1. Your screen will appear as in **Fig.25**.

2. Press the [ ] Call Back button.

3. When the busy part hangs up you will be notified with intermittent bursts of tone, a display as in **Fig.26** a flashing [ ] Call Back button and [ ] MSG light.

Calling an Unanswered Station

Simply press your [ ] Call Back button and hang up when you call a station that does not answer.

They will see from their display that you have tried to call.

Note: If voicemail is present for either scenario you will be invited to leave a message.
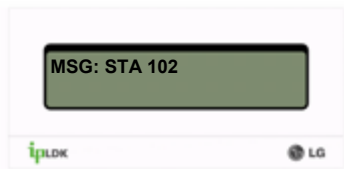
Fig.27

Answering a Message Wait Notification

When somebody has left you a notification as described on the previous page your display will appear as in **Fig.27**.

If a Voice Message has been left the display will show **VMIB** or **HUNT 620** instead.

The ███ MSG light and ███ Call Back button will also be flashing.

1. Press the ███ Call Back button or dial the extension number shown in the display.

USER PROGRAMMING
> **SAVING YOUR NAME TO YOU PHONE**
> **STORING PERSONAL SPEED DIALS**
> **CHARACTER ENTRY CHART**

Saving your name to your phone

This enables colleagues to identify you by your name instead of you extension number **(Fig.28)**. You can store your name as follows:

1. Press the ⬜ button and dial **74**.

2. You will then be prompted to enter your name. (See the character entry chart on page 27).

3. Press the ⬜ button to save your name to the system memory

CALL FROM ANDY
15 NOV 04   11:03am

Fig.28

Storing Personal Speed Dials

It is possible for you to store numbers that you use regularly to your personal speed dial directory.

• Press the [ ] button.

• Press the [ ] button.

• The screen will show the next available speed dial that can be programmed (Dial **001** for example)

• Enter the required speed dial number (You do not need to enter 9 for an outside line).

• Enter the name as per the character entry chart on page 23.

• Press the [ ] button.

Character Entry Chart

Please follow the chart below when entering characters.

. - 13 1 – 10	A - 21 B - 22 C - 23 2 - 20	D - 31 E - 32 F - 33 3 - 30
G - 41 H - 42 I - 43 4 - 40	J - 51 K - 52 L - 53 5 - 50	M - 61 N - 62 O - 63 6 - 60
P - 71 Q - 72 R - 73 S - 74 7 – 70	T - 81 U - 82 V - 83 8 - 80	W - 91 X - 92 Y - 93 Z - 94 9 - 90
Space - *1 : - *2 , -*3	0-00	#

Storing information under a flexible button

Flexible buttons can be programmed as line, extension, feature or speed dial buttons.

To assign a feature to a flexible button follow the instructions below:

1. Press the [Trans/Pgm] button and select the button you wish to assign.

2. The display of you 7008D Digital Telephone will then display what is already programmed or if it is empty as per **Fig.29**

3. You may then assign the button in on of the following ways:

   a. Press the [Trans/Pgm] button followed by a user programming code

   b. Press the [Speed] button followed a speed dial number.

   c. Enter the relevant extension number.

4. Press the [Hold/Save] button.

**EMPTY
ENTER A NEW FEATURE**

iplok   ® LG

Fig.29

Note: Users do not have permission to over write a flexible key that is assigned as a line key.

See page 56 for details of all user programming codes.

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[1] RING
1.1 TYPE
1.2 ANSWER MODE
1.2.1 HANDSFREE (H)
1.2.2 TONE (T)
1.2.3 PRIVACY (P)
1.3 SMS MSG DISPLAY
1.4 ENBLOCK MODE
1.5 SMS/NOTICE DISPLAY
1.6 SCROLL SPEED
1.7 EAR-MIC HEADSET
1.8 ICM RING
1.9 CO RING

[2] COS
2.1 COS DOWN
2.2 COS RESTORE
2.3 WALKING COS
2.4 COS CHANGE

[3] AUTH / MOBILE EXTN
3.1 AUTH REGISTER
3.2 AUTH CHANGE
3.3 REG MOBILE-EXT
3.4 ACTIVE MOBILE-EXT

[4] TIME / CONF-ROOM
4.1 SET WAKE-UP TIME
4.2 WAKE-UP DISABLE
4.3 ACTIVE CONF-ROOM
4.4 DEACTIVE-CONF ROOM

[5] MESSAGE
5.1 SET PRESELECTED MSG
5.2 SET CUSTOM MSG

[6] ANNOUNCEMENT
6.1 REC USER GREETING
6.2 LISTEN TIME/DATE
6.3 LISTEN STA NUMBER
6.4 LISTEN STA STATUS
6.5 REC PAGE MSG
6.6 ERASE USER GREETING
6.7 ERASE PAGE MESSAGE

[7] SUPPLEMENTARY
7.1 LCD DISPLAY LANGUAGE
7.2 MPB VERSION DISPLAY
7.3 BGM
7.4 REGISTER STA NAME
7.5 SPK/HEADSET
7.6 HEADSET RING MODE
7.7 WTU STA NUM RCVR
7.8 SERIAL NUMBER
7.9 PC-PHONE LOCK KEY

[*] SYSTEM (DO NOT USE)

1. RING

    1.1 TYPE
    1.2 ANSWER MODE
    1.3 SMS MSG DISPLAY
    1.4 ENBLOCK MODE
    1.5 SMS/NOTICE DISPLAY
    1.6 SCROLL SPEED
    1.7 EAR-MIC HEADSET
    1.8 ICM RING
    1.9 CO RING

RING TONE
DIAL 1-4: 01

Fig.30

Type

1. Press the Trans/Pgm button and select option **[1] RING** followed by option **[1] TYPE.** (Your display should look as per **Fig.30**).

2. The screen shows the current active ring

3. Choose options **1-4** to change to general ring cadence for your 7008D Digital Telephone.

4. Press the Hold/Save button to confirm the change.

ENTER ICM ANS MODE
H(1)   T(2)   P(3)
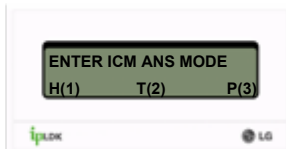
Fig.31

Answer Mode

Press the Trans/Pgm button and select option **[1] RING** followed by option **[2] ANSWER MODE**. (See **Fig.32**)

(1) Handsfree – In this mode you will receive 3 short bursts of tone from your handset for intercom calls before being connected in a full handsfree conversation.

(2) Tone – This is the default answer mode for intercom calls to your handset. You will receive normal ringing.

(3) Privacy – In this mode you will receive 3 short bursts of tone from your handset for intercom calls. The caller will then be able to announce themselves to you but will not be able to hear anything at your end of the call

SMS MSG Display

This will display short text-based messages that have been sent from users of the EVOLUTION Call Manager Advanced and EVOLUTION Call Manager Attendant applications.

Press the [Trans/Pgm] button and select option **[1] RING** followed by option **[3] SMS MSG DISPLAY.**

🛑 **Note: You are not able to reply to these messages from your telephone**

Enblock Mode

Reserved for future development

SMS/Notice Display

Reserved for future development

EAR-MIC HEADSET
(1: ON/0:OFF) : OFF

Fig.32

Ear-Mic Headset

This feature allows you to plug a standard DECT-type headset into the 2.5mm jack socket on your 7008D Digital Telephone.

1. Press the [Trans/Pgm] button and select option **[1] RING** followed by option **[7] EAR-MIC HEADSET.** (Your display should look as per **Fig.32**)

2. Select **1** for ON, **2** for OFF (Display shows current setting)

RING TONE
DIAL 01-15: 01

Fig.33

ICM Ring

This feature allows you to differentiate the way that your phone rings on intercom calls to the way it rings on inbound external calls.

1. Press the [Trans/Pgm] button and select option **[1] RING** followed by option **[8] ICM RING.** (Your display should look as per **Fig.33**)

2. Select options **1-15** (Display shows current setting).

Fig.34

CO Ring

This feature allows you to differentiate the way that your phone rings on intercom calls to the way it rings on inbound external calls

1. Press the button and select option **[1] RING** followed by option **[9] CO RING.** (Your display should look as per **Fig.34**

2. Select options **1-15** (Display shows current settings).

1.2. COS (Class Of Service)
   2.1 COS DOWN
   2.2 COS RESTORE
   2.3 WALKING COS
   2.4 COS CHANGE

ICM ONLY MODE
Press HOLD Key

ipLDK   ● LG

Fig.35

COS Down

This option allows you to 'lock' your phone, preventing unauthorised external calls.

1. Press the [Trans/Pgm] button and select option **[2] COS** followed by option **[1] COS DOWN.** (Your screen should look as per **Fig.35**)

2. Press the [Hold/Save] button.

ENTER CURRENT PASSWORD

ipLDK   ● LG
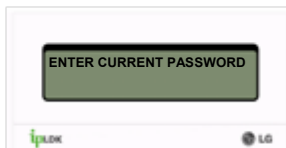
Fig.36

COS Restore

This option returns your phone to normal service, taking off the lock applied above.

1. Press the [Trans/Pgm] button and select option **[2] COS** followed by option **[2] COS RESTORE.** (Your screen should look as per **Fig.36**)

2. Enter your password and the screen should change as per **Fig.37**.

3. Press the [Hold/Save] button.

ORIGINAL COS RESTORED
Press HOLD Key

ipLDK   ● LG
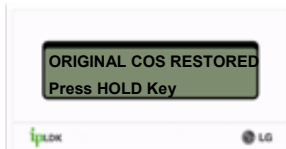
Fig.37

🛑 **Note: You will need a valid Authorisation Code to use both of these features. Setting up your Authorisation Code is described on page 39 of this user guide.**
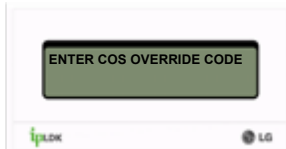
Fig.38

Walking COS

This option allows another user to override a COS that is applied to you extension. You may only be allowed to dial local and national where as they may be able to dial international numbers.

1. Press the button and select option **[2] COS** followed by option **[3] WALKING COS.** (Your screen should look as per **Fig.38**)
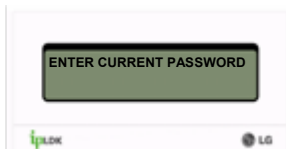
2. Enter a valid authorisation code and press the button.

COS Change

Reserved for future development.

3. AUTH CODE MOBILE EXTENSION
  3.1 AUTH CODE REGISTER
  3.2 AUTH CODE CHANGE
  3.3 REGISTER MOBILE EXTENSION
  3.4 ACTIVATE MOBILE EXTENSION

ENTER PASSWORD:
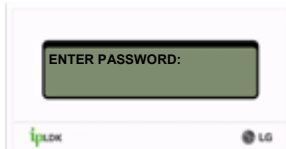
Fig.39

Auth Code Register

You can register a valid authorisation code with this option. A valid authorisation code is required for many features that you may wish to access.

1. Press the button and select option **[3] AUTH/MOBILE-EXT** followed by option **[1] AUTH REGISTER.** (Your screen should look as per **Fig.39**)

2. Enter a 5 digit authorisation code and press the button.

ENTER CURRENT PASSWORD

Fig.40

Auth Code Change

You can change your authorisation code with this option. A valid authorisation code is required for many features that you may wish to access.

1. Press the button and select option **[3] AUTH/MOBILE-EXT** followed by option **[2] AUTH CHANGE.** (Your screen should look as per **Fig.40**)

2. Enter your current 5 digit authorisation code and the screen will then appear as per **Fig.39**.

3. Enter a new code and press the button.

MOBILE EXT TEL NO.

iptLDK   ● LG

Fig.41

Register Mobile Extension

This feature allows to set your mobile or other valid telephone number to receive DDI calls simultaneously to your desk phone.

1. Press the [Trans/Pgm] button and select option **[3] AUTH/MOBILE-EXT** followed by option **[3] REG MOBILE-EXT.** (Your screen should look as per **Fig.41**)

2. Enter your mobile number and press the [Hold/Save] button.

Activate Mobile Extension

This allows you to activate the feature that you have set up above.

MOBLE EXT. USAGE
(1:ON/0:OFF) : OFF

iptLDK   ● LG

Fig.42

1. Press the [Trans/Pgm] button and select option **[3] AUTH/MOBILE-EXT** followed by option **[4] ACTIVE MOBILE-EXT.** (Your screen should look as per **Fig.42**)

2. Dial 1and press the [Hold/Save] button.

🛑 **Note: Permission to use this feature must be set up by a qualified system administrator in order for you to access this user programming.**

4. WAKE UP TIME / CONFERENCE ROOM
    4.1 SET WAKE UP TIME
    4.2 WAKE UP DISABLE
    4.3 ACTIVE CONF-ROOM
    4.4 DEACTIVE CONF-ROOM

```
ENTER YOUR WAKEUP TIME
HH:MM              12:31 pm
```
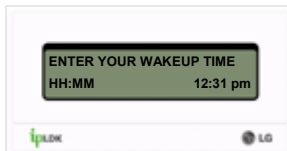
Fig.43

Set Wake Up Time

With this feature you can set an alarm to ensure you do not miss an important meeting.

1. Press the button and select option **[4] TIME/CONF ROOM** followed by option **[1] SET WAKE UP TIME.** (Your screen should look as per **Fig.43**)

2. Enter the time that you wish the alarm to go off and press the button.

3. To stop the alarm when it sounds simply go off hook and hang up.

Wake Up Disable


```
ERASED WAKEUP TIME
12:25-S            12:23pm
```
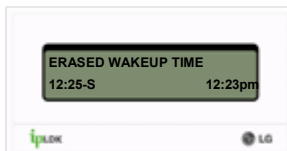
Fig.44

This allows you to deactivate an alarm that has been set.

1. Press the button and select option **[4] TIME/CONF ROOM** followed by option **[1] SET WAKE UP TIME.** (Your screen should look as per **Fig.44**)

2. Press the button.

DIAL NO(1-9) and PASSWD

ip LDK   ● LG
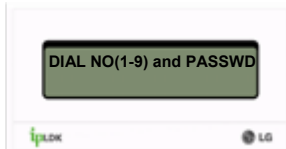
Fig.45

Activate Conference Room

Conference Room allows external callers to dial into a multi-party conference. As a user you can set up and deactivate a conference room.

1. Press the button and select option **[4] TIME/CONF ROOM** followed by option **[3] ACTIVE CONF-ROOM.** (Your screen should look as per **Fig.45**)

2. Enter the number of the conference room you wish to activate, followed by your authorisation code and press the button.

3. Callers can now dial into this conference (Internal or external via DDI, transfer from reception or auto-attendant).

Deactivate Conference Room

A conference room, as set up above, will stay active until you deactivate it.

1. Press the button and select option **[4] TIME/CONF ROOM** followed by option **[4] DEACTIVATE CONF-ROOM.** (Your screen should look as per **Fig.45**)

2. Enter the relevant number and press the button.

5. MESSAGE

5.1 SET PRE-SELECTED MESSAGE
5.2 SET CUSTOM MESSAGE

ENTER MESSAGE NO

Fig.46

Set Pre-Set Message

There are 10 pre-set , 10 Custom and 1 personal text-based messages that you can chose to leave on the display of you 7008D Digital Telephone when you are away from your desk. (See page xx of this user guide for a list of the pre-set messages).

1. Press the button and select option **[5] TIME/CONF ROOM** followed by option **[1] ACTIVE CONF-ROOM.** (Your screen should look as per **Fig.46**)

2. Enter the relevant message number and follow any on-screen prompts and press the button.
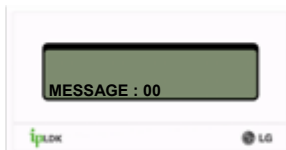
MESSAGE : 00

Fig.47

Set Custom Message

By selecting option 00 above you will chose your own personal message. You set you own message as below:

1. Press the button and select option **[5] TIME/CONF ROOM** followed by option **[2] SET CUSTOM MSG.** (Your screen should look as per **Fig.47**)

2. Enter the relevant text as per the character entry chart on page 22 and press the button.

6. ANNOUNCEMENT
   6.1 RECORD USER GREETING
   6.2 LISTEN TO TIME/DATE
   6.3 LISTEN TO STATION NUMBER
   6.4 LISTEN TO STATION STATUS
   6.5 RECORD PAGE MESSAGE
   6.6 ERASE USER GREETING
   6.7 ERASE PAGE MESSAGE

Record User Greeting

If you have permission you may record a greeting that users will hear based on a forward type set on your extension. (See page 9 for Call Forward Settings).

1. Press the button and select option **[6] ANNOUNCEMENT** followed by option **[1] REC USER GREETING.**

2. You will prompted to press # to start recording.

3. When you have finished recording press

4. Record a message appropriate to the type of forward on your Digital Telephone.

Listen to Time/Date

To check the time and date:

1. Press the button and select option **[6] ANNOUNCEMENT** followed by option **[2] LISTEN TIME/DATE.**

2. The date and time will then be heard. (Integral messaging must be present to use this feature).

Listen to Station Number

To check your station number:

1. Press the [⬛] button and select option **[6] ANNOUNCEMENT** followed by option **[3] LISTEN STA NUMBER.**

2. You will then hear a system message telling you the number of your station.

Listen to Station Status

To listen to your current status (Station Number, COS, Call Forwards):

1. Press the [⬛] button and select option **[6] ANNOUNCEMENT** followed by option **[4] LISTEN STA STATUS.**

2. You will then hear the current status of your extension.

Record Page Message

It is possible to record a page that you may use on a regular basis. This can be stored, together with a page code, under a flexible button

1. Press the [⬛] button and select option **[6] ANNOUNCEMENT** followed by option **[5] REC PAGE MSG.**

2. You will prompted to press [#] to start recording.

When you have finished recording press [⬛]

Erase User Greeting

To erase your personal greeting:

1. Press the button and select option **[6] ANNOUNCEMENT** followed by option **[6] ERASE USER GREETING.**

2. Your personal greeting will be erased.

Erase Page Message

To erase your page message:

1. Press the button and select option **[6] ANNOUNCEMENT** followed by option **[7] ERASE PAGE MESSAGE**

2. Your page message will be erased.

7. SUPPLEMENTARY

7.1 LCD LANGUAGE DISPLAY
7.2 MPB VERSION DISPLAY
7.3 BGM
7.4 REGISTER STATION NAME
7.5 SPEAKER/HEADSET
7.6 HEADSET RING MODE
7.7 WTU STA NUM RCVR
7.8 SERIAL NUMBER
7.9 PC-PHONE LOCK KEY

LCD Display Language

If a qualified system administrator has set this feature up you may toggle between a first and second language in your display.

1. Press the button and select option **[7] SUPPLEMENTARY** followed by option **[1] LCD DISPLAY LANGUAGE.**

2. Your LCD language will change to the second language option.

MPB Version Display

LGE/UK90P-C.0Bb OCT/04
UNITED KINGDOM 1 RACK

iPLDK · LG

Fig.48

This allows you to the level of software that your system is running.

1. Press the button and select option **[7] SUPPLEMENTARY** followed by option **[2] MPB VERSION DISPLAY.** (Your screen should look as per **Fig.48**)
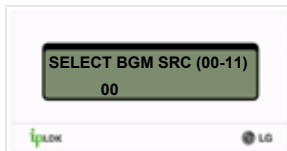
Fig.49

BGM

You can chose to listen to background music through your handset. There are 11 possible music sources. You should check with a qualified system administrator for details of which sources are active.

1. Press the button and select option **[7] SUPPLEMENTARY** followed by option **[3] BGM.** (Your screen should appear as in **Fig.49**).

2. Select the appropriate source (**00-11**).

3. Press the button.

4. Music will then be heard through the handset.

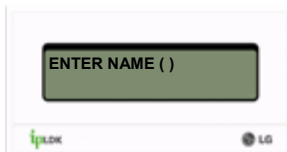5. Repeat steps 1 to 4 to cancel the background music.

Fig.50

Register Station Name

To register your name to your station:

1. Press the button and select option **[7] SUPPLEMENTARY** followed by option **[4] REGISTER STA NAME.** (Your screen should look as per **Fig.50**)

2. Enter your name and press the button.

Fig.51

Speaker/Headset Mode

If you wish to connect a headset other than to the headset jack follow the instructions below:

1. Press the button and select option **[7] SUPPLEMENTARY** followed by option **[5] SPK/HEADSET.** (Your screen should appear as in **Fig.51**).

2. Dial **1** for Speaker, **0** for Headset (Your display will show the current setting).

3. Press the button.

Fig.52

Headset Ring Mode

To complement the above setting you can chose whether your headset, your phone or both devices ring on inbound calls.

1. Press the button and select option **[7] SUPPLEMENTARY** followed by option **[6] HEADSET RING MODE.** (Your screen should look as per **Fig.52**)

2. Dial **1** for Speaker, **2** for Headset, **3** for Both. (Your display will show the current active setting.

3. Press the button.

WTU Station Number RCVR

Do not use. Reserved for future development.

Fig.47

Serial Number

This is only required when advanced features need to be activated (VoIP, CTI, IP Phones, PC Attendant)

1. Press the button and select option **[7] SUPPLEMENTARY** followed by option **[8] SERIAL NUMBER.** (Your screen should look as per **Fig.49**)
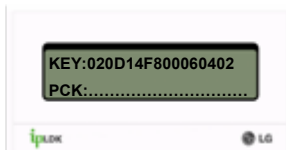

Fig.50

PC Phone Lock Key

This option is used to determine how many PC Phone licences are on the system

1. Press the button and select option **[7] SUPPLEMENTARY** followed by option **[9] SERIAL NUMBER.** (Your screen should look as per **Fig.50**)

USER PROGRAMMING CODES
PRE SET MESSAGES
GLOSSARY
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iⱷLDK

Codes for programming Flexible Buttons

Precede all of these codes by pressing the ⬜ button.

Differential Ring: **11**
Enblock Mode: **14**
SMS Notice/Display: **15**
Headset Port On/Off: **17**
ICM Ring Tone: **18**
CO Ring Tone: **19**
COS Down: **21**
Walking COS: **23**
Authorisation Code Register: **31**
Authorisation Code Change: **32**
Set Wakeup Time: **41**
Conference Room Activate: **43**
Conference Room Deactivate: **44**
Preset Message Activation: **51**
Set Custom Message: **52**
Record User Greeting: **61**
Play Date and Time: **62**
Play Station Number: **63**

Listen to Station Status: **64**
Record Paging Message: **65**
Erase User Greeting: **66**
Erase Paging Message: **67**
LCD Language Change: **71**
BGM (Background Music): **73**
Station Name Register: **74**
Headset Setup: **75**
Headset/Telephone Ring Mode: **76**
Account Code: **80**
DDI Call Wait Activate: **81**
Intercom (ICM) Hold: **83**
Camp On: **85**
UCD (Call Centre) DND: **87**
Conference: **91**
DND: **93**
Flash: **94**
Mute: **95**
Redial: **97**

Preset Messages

Preset messages that can be left in the display of your handset are as follows:

00 **PERSONAL/CUSTOMISABLE** Message.
01 **LUNCH, RTN HH:MM** – Use this message if you are away from your desk at lunch. The internal calling party will see this message on their display when the call you.
02 **ON VACATION/RTN DATE (MM:DD)** – This message will inform internal callers that your are on holiday and your expected return date.
03 **OUT OF OFFICE/RTN TIME (HH:DD)** – If you are out of the office for a period of the day internal callers can see your expected return time.
04 **OUT OF OFFICE/RTN DATE (MM:DD)** – As per message 03 but you should use this if you are away from the office for a day or more.
05 **OUT OF OFFICE/RTN UNKNOWN** – This message should really be used in emergencies where you have been called away from the office unexpectedly.
06 **CALL: XX…..(17 DIGITS)** – If you are away from your desk/office and cannot take calls this is a way of informing internal callers that they should ring an alternative number.
07 **IN OFFICE/STA XXXX** – You may have to work at another colleagues station. This informs internal callers where to redirect their call to.
08 **IN A MEETING/RTN TIME (HH:MM)** – If you are not contactable in a meeting you should use this message.
09 **AT HOME** – If you are to be working from home for a day leave this message on you phone before leaving the office.
10 **AT BRANCH OFFICE**

11-20 – These options are available to be custom set to your organisation's requirements.

Glossary

LCD
Liquid Crystal Display

DDI
Direct Dial Inward – Allows an external callers to be routed directly to your extension, bypassing reception

Hunt Group
Feature to allow a number of extension to be group together to answer inbound calls. Used in call centres.

Handset
The part of the phone that you pick up to answer calls. Also commonly know as the receiver.

CTI
Computer Telephony Integration. This is the ability to move call handling and general telephony functions onto the PC.

ISDN
Integrated Services Digital Network. Available as ISDN2e or ISDN30. Higher Speed more flexible medium of carrying voice traffic than traditional Analogue lines.

COS
Class Of Service. Your COS determines the types of numbers you may dial such as National, Local or International.

IPLDK
IP enabled, LG Digital Keysystem

BGM
Background Music. You may select a number of different music sources to play through your handset.

MPB
Main Processor Board. The 'brains' of the phone system. MPB contains all system software and controls all system functions.

CO
Central Office. American term now widely adopted in the telecommunications industry to describe the local telephone exchange.

VMIB
Voice Mail Interface Board. Integral Voice Messaging application for the IPLDK telephone system.

Flexible Button
This is a button that can be assigned as a Line, Feature, Speed Dial or Extension button.

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